

MEADOWS SOUTH ASSOCIATION, INC.
ANNUAL HOMEOWNERS MEETING
January 23, 2021 IRC United Methodist Church - Sanctuary

MEETING CALLED TO ORDER: President Katherine Call called the meeting to order at 10:00 AM. All stood for Pledge of Allegiance. President Call welcomed all homeowners.

CERTIFICATION OF PROXIES AND QUORUM: Secretary Jackie Higgins confirmed that a quorum was present and business proceeded. President thanked our volunteer, Jackie Haines, who signed in residents, and opened and tallied ballots and proposed by-law changes that homeowners brought with them. (20 people in attendance; 12 certified proxies – Total: 32)

Secretary reminded homeowners that when they want to speak, they should please identify themselves and their unit number.

ROLL CALL: Present: President Katherine Call, Vice President Jodi Thomas, Secretary Jackie Higgins. Directors: Linda Heppler, Kathy Kennedy and Joann Cahoon. Quorum confirmed.

SPECIAL REPORT: Secretary, Jackie Higgins, addressed the body and asked for a moment of silence in honor of our residents who passed in 2020.

SECRETARY'S REPORT: A motion was made by Kathy Kennedy and seconded by Theresa Reimer to accept the Minutes of the Annual 2020 General Membership Homeowners Meeting. By a Yay and Nay vote, motion carried unanimously and Minutes were accepted.

PRESIDENT'S REPORT:

Welcome and Introduction: President introduced herself and the Board Members. She also welcomed all homeowners and guests present.

President asked if anyone lost a mailbox key or knew of someone who lost their mailbox key. If they can describe it, she found it stuck in the box on Entrance 2.

Goals and Vision for 2021:

To continue the community survey/compliance program that was implemented last year. Since starting this program, a lot of repair, cleaning and or painting of exterior walls, trim, shutters and doors, has been done. There has also been a great deal of work done to groom the vegetation on owner property. Thanks goes to all owners that saw the need to do these maintenance jobs. It improves the curb appeal of, not only their homes, but also the entire community. This impacts our property values as well as pride in our community.

To better perform our duties regarding this program there will be no longer be individuals assigned to specific buildings. Instead, 2 of our Directors/Officers will team up each month to survey the community. Two monthly surveys will be conducted before any written notices are sent.

Maximum Capacity on Rental Units

President has been asked to remind owners of units they rent, that the maximum capacity for a unit that is being rented, is 4 persons. (By-Law Section 8b)

Homeowners Posting Unauthorized Notes on Units

Members of the Board have been asked about unsigned notes. Some have been found on their doors. President wants to let everyone know that these notes are not from the Board of Directors. The Board does not do business that way. The Board sends official letters.

Laura Whitney, 1337-H, expressed her concern about the trash around the dumpster and the debris blows into her yard. President had called about the dumpster on Entrance 1 several months ago because it was rusted out on the bottom and the tops wouldn't close properly. The dumpster was replaced. There was some general input about keeping the area clean. Joe Doyle, 1333-A, picks up trash on a regular basis when he sees it and deposits it in the dumpster. Sometimes he gets behind the dumpster and sweeps and cleans up. He does this as a volunteer. Also, Kevin Wright also cleans around the dumpsters on a regular basis. President reminded homeowners to flatten cardboard boxes before putting them in the dumpsters. General discussion about where homeowners can place yard debris. President informed homeowners to put it in bags and place in dumpster. Or they can put it on their own property and call the City of Titusville Waste Department and request a pick-up. The third option is to take their yard debris to the Mockingbird Dump sight.

Another issue of concern brought up by several homeowners is the speeding that goes on here in the community. The Stop Signs that were put up a couple years ago have helped somewhat. The issue came up of speed bumps and it was explained that the Board looked into this several years ago and because of the water drainage problems it would cause, the idea was nixed.

Yvonne Duengel, 1287-E, stated that she did not feel the communication between the Board and the homeowners is good and that she would appreciate responses to her emails as to the status of her concerns. She brought up sprinkler problems she's had in the past which have been repaired. Also, she's concerned about some yard issues and would like someone to look at a specific problem on her front sidewalk that appears to be hollow where the edging is done. She can see the pipes, but there doesn't appear to be any leak. General discussion followed.

Carol Eilers, 1285-E, reported a problem with her sprinklers working. It was put on Kevin's work order already for the week of 1/25/21.

Lisa Brague, 1281-A, expressed an interest in joining the BOD. Yvonne Duengel was also encouraged to join the BOD. Hopefully, they will come to the February BOD meeting and join the Board.

Jackie Higgins made motion to accept President's Report. Joann Cahoon seconded it. Motion carried

TREASURER'S REPORT:

Proposed 2021 Budget. Copies of the revised budget have been provided for this meeting for each homeowner. The one sent with the Annual Homeowner Packet did not reflect the "actual"

expenditures for 2020 because expenses for December were not known at the time the packet was done. The proposed 2021 budget reflects a maintenance cost of \$94.28 per month per unit. (Our monthly maintenance is \$95 per month.) Our Profit and Loss Statement covering period January through December 2020 indicates we are in the black in the amount of \$779.72.

Status Report: 1 unit is in final stages of foreclosure. This unit has been in the legal progress since August 2018. There were complications due to the unit being owned by the multiple individuals, some of which could not be located. It just meant that our attorney had to take specific legal actions to prove the owners could not be located and that the property had been abandoned. The Board is working with our attorney as to the Association's options once the foreclosure is finalized.

Two units have been forwarded to legal. The Board does not like referring owners for legal collection of overdue maintenance fees. Invoices are sent each month and if account is past due, there is a statement on the invoice advising and requesting account be brought current. If those reminders are ignored and no effort made, it becomes necessary to get attorneys involved. The Newsletter did let people know that if their income had been impacted by Covid that they should reach out to a member of the Board and let us know. The Board will attempt to work with those owners on a case-by-case basis.

President briefly discussed the Aging Report (homeowners past due on maintenance) and the biggest delinquency is the unit in foreclosure – 1281-B. Overall, we have seen an increase in homeowners catching up with the past due accounts because they do not want to be turned over to legal because it will be at their expense. So, the good news is that we are getting our money back. We will continue to work with those who are struggling with unemployment due to Covid or have Covid and we will do our best to come up with a payment plan.

Yvonne Duengel expressed another concern about Unit 1289-C. Owner has passed and no-one is maintaining her yard. It is in disarray with all of her plants that no-one is caring for.

Linda Heppler made a motion to accept Treasurer's Report. Darlissa seconded motion. Motion carried

OLD BUSINESS:

General Landscaping Report:

Lawn Service: President stated that our contracted Lawn Service is only responsible for mowing, trimming, and blowing grass debris created by their mowing.

Landscaping: Owners are responsible for maintain vegetation and flower beds within their property boundaries. This maintains the curb appeal of community and decreases the rodent population near home. Owners that have fruit trees on their property need to make sure that the fruit is harvested and not allowed to lay on the ground. This attracts snakes and rats. If a homeowner does not want to remove fruit from the ground, please consider having fruit tree(s) removed.

Unhealthy trees – An arborist was consulted by an owner on a tree that had to be taken down. Determination was that some caustic substance had been repeatedly put into the root system. General discussion on trees. We do not use harsh chemicals on trees in the common areas.

Irrigation Sprinkler System: The sprinkler system uses reclaimed water provided by the City. President stated that she worked with a company in the past for many years and sold water cleaning equipment to waste water municipalities. President stated that there are various levels of “cleaning” and some city/county/state entities do a better job than others. President has done some research on test strips that can be used to test the sprinkler water. Kevin Wright, who handles our sprinkler system, has assured the President that he can include these tests in his system checks. If it is found that the sprinkler water has contaminants that can cause harm, owners will be notified.

Short Walls and Exterior Unit Walls: President reported that a lot of work has been done repairing, cleaning, and/or painting exterior walls, shutters, and trim. It is impressive to see the improved appearance of our community.

Non-compliance issues: President reminded members that it is their responsibility to read the By-laws and Deed Restrictions that were included in the annual homeowner packet sent to every homeowner. For owners who have tenants, it is important that the owner make sure their tenants have a copy of the Meadows South governing documents and very importantly, point out the rules and regulations for renters.

Miscellaneous Old Business – Speed Limit: We have a problem with people speeding through our community. President stated that the worst offenders are the residents themselves. President has reported the Garbage Truck every couple weeks. President has also flagged down delivery trucks to remind them of our speed limit. General discussion on speeding. Most everyone at the meeting also calls out to speeders and asks them to slow down when they fly by.

Jackie Higgins made motion to accept Old Business. Kathy Kennedy seconded motion. Motion carried.

ELECTION OF OFFICERS AND DIRECTORS:

2021 Election Results – Secretary presented the results of the ballots returned and results are as follows:

Katherine Call was elected President.

Jodi Thomas was elected as Vice President.

Jackie Higgins was elected as Secretary.

Linda Heppler – Director

Joann Cahoon – Director

Kathy Kennedy – Director

Proposed By-law was approved to upgrade roofs to architectural shingles, if desired, as long as color is consistent with By-laws. (45 approved; 11 against) Proposed approved change: SECTION 6: ROOFS: Replacement of roof shingles is the owner's responsibility. The shingles must be three (3) Tab asphalt, color Beachwood Sand (Owen Corning) or equal. Roofs may be

upgraded from the (3) Tab asphalt requirement to architectural shingles, but they must be asphalt shingle roofs and uniform in color according to the By-laws of the Meadows South Association.

NEW BUSINESS:

- **Road Repair Bids** – President reported that eight (8) companies were contacted and President only met with one company on-site. Only one company has provided a bid. Most of them felt that the work we need done is too small a job for them. Until the required bids are obtained, we cannot ask the homeowners to approve this work. President stated that she is meeting with another contractor on-site on January 25, 2021. If a third bid can be obtained within the next couple months, President will call a Special Meeting on this issue alone. The most critical area for road repair is Bldg. 1281. We will also get bids to resurface the entire community. The one bid we have received thus far would use about half of our road fund. We will definitely need to prioritize. The first and only bid we have received so far has quoted us \$24,700 to repair Road 1 – Bldg. 1281 and \$17,200 to repair Road 2 – Bldgs. 1283 and 1285. That would still leave \$64,000 in our Reserve Account. The road repair would not include parking areas. General discussion ensued. President asked homeowners that if they know of any company that would be willing to bid on our projects, please have them get in touch with President Katherine Call.
- **New Inbound/Outbound Communication Process with residents and BOD** – President reported the new process we will be using with homeowners and residents. The BOD has a telephone number for residents to call if they have any homeowner issues or concerns. The phone number is (321) 745-9925. The Officers will rotate monthly to handle messages left at that number. Magnets with the phone number were available for the homeowners at the meeting. Homeowners can also leave a message through the website: www.meadowssouth.org. The Officers will also rotate each month to respond to those messages. Secretary explained how the new process will work. Two board members will walk through the community on their designated month and keep a log of any non-compliance issues. As each month progresses, one person will be replaced with another board member and rotation will continue in that manner. Non-compliance issues will be notated and homeowners will be contacted accordingly. Additionally, to save money on postage, we will be communicating to members by email on the Newsletters and any special notices. For those that do not have email addresses, these communications will be mailed. President reported that in the past when some communications were hand-delivered by our directors, some were threatened and no longer feel safe hand-delivering newsletters and notices. President asked that homeowners please provide their email addresses, if they have not done so already, and advise of any changes to those email addresses. Also, please keep your contact information sheets updated, as well as your tenant contact forms.
- **Dumpster Signs** – President showed the dumpster signs that were professionally made up to be posted on all the four dumpsters. The signs list what not to put in dumpsters, as well as remind people to break down cardboard boxes. A sign was also made for the recycle bin area reminding people not to place plastic bags or pizza boxes in the recycle bins. Note: The City of Titusville has a work order to replace the fence by the dumpster on Entrance 2.

Theresa Reimer made a motion to accept New Business. Joann Cahoon seconded motion. Motion passed unanimously.

ADJOURNMENT:

Katherine Call made motion to adjourn the meeting. Kathy Kennedy seconded motion. Meeting adjourned at 11:20 pm.

Jackie Higgins
Jackie Higgins, Secretary
Meadows South Homeowners Association